

NUMBER PRD-01

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005New X

Previous Year (below line/defer) _____

Issue: Develop Exclusive Use Permit Policies for Sunnyvale Parks and Open SpacesLead Department: Parks and RecreationGeneral Plan Element or Sub-Element: Open Space Sub-Element**1. What are the key elements of the issue? What precipitated it?**

This issue is precipitated by the opening of a new open space designed for public gatherings (Downtown Plaza) and by staff's anticipation that there will be those seeking issuance of a permit for exclusive use of the facility for special activities and/or events, e.g. shows, concerts, speeches, rallies, sales, etc. Municipal Code Section 9.62.120 (see attached copy) dictates that City Council designates park facilities or areas within parks for which an exclusive use permit may be obtained. Furthermore, Council is to establish appropriate uses, capacities and time limits. If Council wishes to permit exclusive use of the Plaza (or portions thereof), then it needs to establish related guidelines for this new open space. However, it has been well over a decade since Council reviewed its "Exclusive Use Permit Guidelines" for all other park facilities. In fact, existing staff have no knowledge of such a document. This study would present existing practices for Council's consideration so that the "Exclusive Use Permit Guidelines" referenced by the Municipal Code could be included in Council's Legislative Policy Manual.

2. How does this relate to the General Plan or existing City Policy?

From the General Plan Open Space Sub-Element:

POLICY A.2: Provide consistently high quality customer service through attractive open space, parks, and facilities which invite and facilitate public use.

A.2.c. Encourage responsible use of the open space system through positive public relations and communication.

POLICY C.4: Provide, develop and maintain Special Use Parks and Facilities.

C.4.c. Provide for a balance between general recreation uses and special interest uses in parks and facilities.

From the General Plan Recreation Sub-Element:

POLICY A.2. Encourage active citizen involvement in development and provision of Parks and Recreation programs, facilities, and services.

DEVELOP EXCLUSIVE USE PERMIT POLICIES FOR SUNNYVALE PARKS AND OPEN SPACES

B.1.c. Work with other agencies and businesses in the provision of special events in roles including sole sponsor, co-sponsor, facilitator, or regional participant, thus involving a variety of people/organizations in the planning process.

3. Origin of issue:

Council Member(s): _____

General Plan: _____

City Staff: _____

Parks and Recreation

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Parks & Recreation Commission ranked this study issue 1 of 3.

Board or Commission ranking comments:

The Parks & Recreation Commission ranked this study issue 1 of 3 for consideration in calendar year 2005.

4. Multiple Year Project? Yes No ☒ Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 80

(b) Estimated work hours from consultant(s) if applicable: 0

(c) Estimated work hours from the City Attorney's Office: 15

(d) Estimated work hours from Finance: 0

(e) Estimated work hours from other department(s):

Department: Community Development 10

Department: Public Safety 10

Department: Public Works 10

Total Estimated Hours: 125

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No ☒

(b) Does this issue require review by a Board/Commission? If so, please list below:

Yes ☒ No ☐

(c) Is a Council Study Session anticipated?

Yes ☐ No ☒

(d) What is the public participation process?

Public hearing at Parks and Recreation Commission and City Council Meetings.

7. Cost of Study: Please mark appropriate item below.

☒ Costs covered in operating budget – 601- Administration and/ or 640- Recreation

☐ Costs covered by project - <project name>

☐ Budget modification needed for study - <\$ Amount>

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range					
Operating expenditure range					
New revenues/savings range					
Explain impact briefly:					

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9. Staff Recommendation for this calendar year:

"For" Study ☒ Explain:

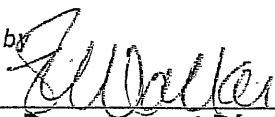
This Study Issue must be completed if the City desires to permit exclusive use of the Downtown Plaza for activities or events in accordance with the existing Municipal Code (see Attachment A.)

"Against" Study ☐ Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation ☐

Note: If staff's recommendation is "for study" or "against study", the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by

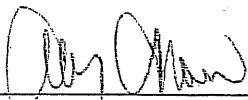


Department Director

10-25-04

Date

Approved by



City Manager

11/9/04

Date